



FAIRMOUNT COMMUNITY LIBRARY  
BOARD OF TRUSTEES MEETING  
MINUTES OCTOBER 12, 2016

PRESENT: Pete O'Mara, David D'Ambrosio, Abby Klein, Peter Thompson, Patty Cherry, John Rittell  
Excused: Mike Ranieri, Jeff Boyea

Meeting called to order at 6:30 PM

Minutes of September meeting approved. In the future add "minutes" to the subject heading.

Director's Report:

**Facility**

- The architect has not provided his final report. This is needed for the November meeting.
- Estimates are forthcoming for the carpeting and lighting. Measurements have been made by a few contractors
- Still looking for someone to perform cleaning on Mondays and Fridays (total hours – 4). Whomever is hired must provide a certificate of insurance.

**Administration**

- All staff members are now on direct deposit for their paychecks.
- David will be hosting a staff party at his home in November.
- There are four staff evaluations still pending.
- Stephanie came on board as the Library Coordinator.
- The Storyteller position has been posted and there have been individuals expressing interest.

**Patron Outreach**

- On October 19<sup>th</sup> Cheryl Pula will be speaking on Lizzie Borden.
- The numbers for the book clubs are steadily increasing.
- The library is offering a facility for test proctoring.
- October 22<sup>nd</sup> is the date for our next book sale.
- October 26<sup>th</sup> David has been invited to Onondaga Elementary School to sign up kids for library cards.
- October 31<sup>st</sup> from 11-12 PM the Staff will celebrate Trick or Treating with the patrons.
- Circulation continues to increase , already higher by 40% for October.
- Abby is proofreading our Annual Fund Raising letter.

## **Financial Report**

Approved.

## **Old Business**

- Renovation – discussed in Director's report.
- Bob Cryser will meet with the Board at the November meeting.

## **New Business**

- Library Coordinator Position – Motion by Peter Thompson, 2<sup>nd</sup> by John Rittell we have a specific job description.
- Storyteller position – job description reviewed by Board
- Procedure for Staff to speak to the Board

We have received the check from the Town of Camillus.

The Annual Fund Drive letter will be mailed in October.

Adjournment – Motion Peter Thompson, 2<sup>nd</sup> John Rittell, Passed 8:30 PM